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Mayor

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DEPARTMENT OF PROCUREMENT
Adam L. Smith, Esq., CPPO, CPPB, CPPM, CPP
Chief Procurement Officer
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February 11, 2015

ATTENTION INTERESTED BIDDER:

Your firm is hereby invited to submit to the City of Atlanta (the "**City**"), Department of Procurement (the "**DOP**"), a Proposal for **Project Number: FC-7970, West Crossover APM-Bag Claim Escalator Wall Modifications at Hartsfield-Jackson Atlanta International Airport**. This solicitation will require the successful Bidder to renovate the area where passengers exit the APM Mall and ascend via escalator to the West Crossover corridor for the Department of Aviation at Hartsfield-Jackson Atlanta International Airport.

A **Pre-Bid Conference** will be held on **Thursday, February 26, 2015, at 10:00 A.M., at the Hartsfield-Jackson Technical Support Campus, 1255 South Loop Road, College Park, Georgia 30337**. The purpose of the Pre-Bid Conference is to provide Bidders with detailed information regarding the Procurement process and to address questions and concerns. There will be representatives from the Department of Aviation, Risk Management and the Office of Contract Compliance available at the conference to discuss this project and to answer any questions. Attendance to the Pre-Bid Conference is strongly encouraged.

The last date to submit questions will be **Monday, March 2, 2015, no later than 5:00 P.M.** Questions may be sent to **Philippe Jefferson, Contracting Officer**, via email at pejefferson@atlantaga.gov, or facsimile at 404-589-5494. Questions will be responded to in the form of an addendum.

Your response to this Invitation to Bid ("**ITB**") must be received by designated staff of the Department of Procurement at 55 Trinity Avenue, S.W., City Hall, Suite 1900, Atlanta, GA 30303, **no later than 2:00 P.M., on Wednesday, March 18, 2015**. Any Proposal received after this time will not be considered and will be rejected and returned.

All Proposals will be publicly opened and read at 2:00 P.M. on the respective due date in Suite 1900, 1st Floor, 55 Trinity Avenue, S.W., City Hall, Atlanta, GA 30303.

Invitation to Bid

**Project Number: FC-7970, West Crossover APM-Bag Claim Escalator Wall Modification at
Hartsfield-Jackson Atlanta International Airport**

February 11, 2015

Page 2

If you have any questions regarding this project, please contact **Philippe Jefferson, Contracting Officer**, at 404-865-8565, or by email at pejefferson@atlantaga.gov. Any questions regarding the procedures for purchasing a copy of the document or obtaining a copy of the plan holder's list should be directed to Jessica Boston, Administrative Assistant Senior, at 404-330-6903, or by e-mail at jaboston@atlantaga.gov.

The City reserves the right to cancel any and all solicitations and to accept or reject, in whole or in part, any and all Proposals when it is for good cause and in the best interest of the City.

Thank you for your interest in doing business with the City.

Sincerely,

Adam L. Smith

ALS:pej